NORTH CAROLINA NATIONAL GUARD
AGR VACANCY ANNOUNCEMENT

POSITION AND DUTY MOS: Supervisor, 68W4F	**RANK/GRADE: SFC/E7 (ON BOARD AGR ONLY)**		**NATIONWIDE**	**ANNOUNCEMENT #** AGR-FTM 2016-64
		X	**STATEWIDE**	

UNIT, LOCATION, POC: Det 2 C CO 1-126 AV REGT/Salisbury, NC POC: CW2 Jerezbrea (984) 661-6301 luis.c.jerezbrea.mil@mail.mil	**OPENS:** 13 September 2016	**CLOSES:** 27 September 2016

POSITION DESCRIPTION: Responsible for accomplishing the commander's plans and programs to attain the unit training and mobilization readiness objectives. Drafts training schedules and maintains training library and training aids account. Advises unit commander on unit mobilization posture and requirements and maintains unit mobilization plan. Advises enlisted Soldiers on military education requirements and prepares applications for Army Service schools and extension courses. Prepares reports, briefing materials and correspondence related to training as required by the Readiness NCO, the commander and higher headquarters. Assists in unit recruiting and retention activities. Performs administrative and personnel duties in support of assigned unit. Advises commander and staff on personnel issues. Prepares memorandums, endorsements, AG messages, evaluation reports, strength and attendance reports, pay actions, and a variety of other personnel and administrative actions. Publishes and distributes unit orders. Prepares, sorts, and distributes incoming and outgoing correspondence. Performs other required duties. Operates and maintains the mobile Analytical Lab System (ALS). Acts as a resource for the Incident Commander on the medical administrative aspects of a response to a hazardous event. Advises the Incident Commander on the need for patient evacuation and vehicle decontamination and provides guidance on the procedure. Maintains medical supplies and equipment. Makes recommendations to the Physician's Assistant and Commander on military follow-on medical support requirements and monitors availability of it. Performs other military duties as required by mission.

QUALIFICATION REQUIREMENTS: **Applicant must be 68W and NREMT-P certified.** Must meet height/weight standards of AR 600-9 and present good military bearing. Must participate in physical fitness training in accordance with applicable regulations. Soldier will take the Army PT test semi-annually. Must have the appropriate security clearance as prescribed by the MOS and duties assigned within the unit. Must have normal color vision. Must meet retention medical/physical standards of Chapter 3, AR 40-501. Must be able to complete all military education requirements as determined by JFHQ-NC/NGB.

PLEASE READ DISCLAIMER: You, the applicant, are responsible for the completion and turn-in of your application, all contents, and attachments. Please insure that all required documents (As Applicable) on the checklist are in included with your application. **<u>INCOMPLETE APPLICATIONS WILL BE CONSIDERED "NOT QUALIFIED" AND, WILL BE RETURNED WITHOUT ACTION (RWOA).</u>** **DEPLOYED APPLICANTS:** If you are deployed, submit a memo stating the following: you are deployed, tentative date of your redeployment and include all POC information – i.e. DSN phone numbers and all email address (es). The documents listed above must be enclosed (photocopies only – do not send originals) Applications and associated documents will not be considered for future vacancy announcements. Do not submit original documents. **MAIL APPLICATIONS TO:** NGNC-HRO-AGR, 1636 Gold Star Drive, Raleigh, NC 27607-3371. Applications must be received in the HRO Office or emailed to ng.nc.ncarng.mbx.hro-agr@mail.mil no later than 1630 hours (EST) on the closing date of the announcement. Applications must not be mailed using government-supplied envelopes or postage.

AGR APPLICATION CHECKLIST
AGR SOLDIERS

_____1.OTAGNC Form 690-101, AGR Mobility Application (Oct 2002). **Include e-mail address at the top 1st page of OTAGNC Form 690-101.**
  _____ Current NCARNG soldier? If not check whether announcement is nationwide.
  _____ Is soldier currently under 18 months initial tour stabilization?
  _____ If lateral transfer, is soldier MOSQ for vacant position?
  _____ Signed and dated.

_____2.Certified copy of ERB/ORB and/or DA Form 2-1.
  _____ Is soldier stabilized (SGT/SSG one year since last upward mobility assignment; SFC/MSG two years since last upward mobility assignment)?
  _____ ASVAB scores match the qualification requirements for the announcement.
  _____ Qualified for AOC/MOS or meets DA Pam 611-21 prerequisites?

_____3.Personnel Qualification Record. (Pulled within the last 30 days)

_____4. DA Form 705 reflecting last two APFTs (must be current within 6 months)
  _____ Passed APFT.
  _____ DA Form 3349 Physical Profile (for alternate APFT).
  _____ Meet HT/WT IAW AR 600-9? If not check for DA Form 5500/5501 reflecting latest HT/WT

_____5. IMR (within 15 months)

_____6.DA Form 7349 Annual Medical Certificate – Page 1 only (must be signed within 30 days).

_____7.DA Form 2166-8 NCOER / DA Form 67-8/9 OERs – last 3 (covering 36 months).
  _____ If newly promoted SGT (Doesn't have 3 NCOERs), Need a letter of recommendation from Unit Commander or Supervisor (SFC/E7 or above).

_____8. All DA 1059's

_____9. Letter of Recommendation from Brigade AO.

_____10. Current AGR Orders.

NOTE: Please insure that all required documents (As Applicable) on the checklist are in included with your application. **INCOMPLETE APPLICATIONS WILL BE CONSIDERED "NOT QUALIFIED" AND, WILL BE RETURNED WITHOUT ACTION (RWOA).** Applications that have been returned without action will need to be resubmit complete packets with the corrected documents before job announcement closes in order for their packet to be considered.